



State of Utah

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Department of Administrative Services

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Division of Purchasing and General Services

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Division Director

January 31, 2006

*****ADDENDUM #1*****

SOLICITATION: DG6522

DUE DATE: 02/08/06

TIME: 5:00 P.M.

**DESCRIPTION: COGNOS TRAINING FOR OFFICE OF EDUCATION PERSONNEL
AND SCHOOL DISTRICT.**

Please note:

1. Attached are answers to questions received on this bid.

2. Due date has been extended until February 08, 2006 at 5:00pm.

*****END OF ADDENDUM*****

To acknowledge receipt of addendum, include a copy of this addendum with the proposal submittal or give written acknowledgment with the proposal. It shall be the responsibility of the respondent to appropriately disseminate this information to all concerned prior to the assigned due date and time.

Name

Signature

Company

Date

Addendum #1
DG6522 COGNOS Training Services
Questions and Answers Submitted for Bid.

1) Will we be responsible for building the Cognos applications that will act as the foundation for the training sessions (e.g. cubes, models, reports, etc.) or will they be created by other resources?

The cubes and other resources will be created with consulting from the company, but actually completed by USOE staff.

2) If you are using previous versions of Cognos, are you interested in including any Migration recommendations, best practices or processes in the training (e.g. how to leverage an Impromptu report for C8 development, etc.) ?

Yes, this will be a high priority to existing users.

3) Which Cognos 8 Studios did you purchase? (Report Studio, Query Studio, Analysis Studio, Event Studio, Metric Studio, etc.)

The contract states BI Consumer, BI Professional, BI Administrator, and BI Network Server Windows.

4) Will we be responsible for classroom setup (e.g. ensuring the software is running, etc.)?

The state office will provide the facilities for training but the contractor will be expected to work directly with the on-site specialist to ensure that the system is running properly before training begins.

5) The five day sessions will include a lot of material / topics. Generally, it's a best practice to have between 12-15 students in a class so they all get enough attention. Is there any option for us to offer multiple sessions with less students per session or would you prefer to keep them at 20 students per class?

It is not guaranteed that 20 people will be attending each session but, with the number of districts needing training, it should be expected that 20 people could be in attendance.

6) Are there any specific requirements for detailed training books / materials?

No, this is optional and should not be an area requiring large budgetary expenditures. Notes or outlines of the training material could be sufficient.